

City of College Park

Resident Information Guide

to City Departments and Services

2013 - 2014



A Smart Place to Live

*Para recibir esta guía en español, vea alreverso.
To receive this guide in Spanish, please see back cover.*



Letter from the Mayor

Fall 2013

Dear College Park Resident,

Congratulations on your decision to live in College Park! The City has a vibrant mix of long-time residents and newcomers. It is this diversity that makes College Park vital and ever-changing.

In this handy booklet, our diligent staff has sought to capture the most pertinent information about City Services and how you can play a role in making our community even healthier and happier.

Beginning with some basic information about how our local democratic process works, and concluding with helpful City contact information, the pages that follow will give you a virtual tour of City services. Hopefully, you will find answers to all of your questions on things like trash/recycling pickup, pothole repairs, parking enforcement, and much, much more. Further information is available on the City's web site at www.collegeparkmd.gov. Check there often for updates and current event information.

The City's five-year Strategic Plan includes our Mission and Vision Statements – they are printed on the following page. With our Mission in mind, together with our residents we are working to achieve our Vision.

I hope you and your family will find this booklet useful, that it helps you enjoy life in College Park, and that it inspires you to get involved to make our City an even better place to live. Hope to see you at a meeting soon!

Sincerely

A handwritten signature in blue ink, appearing to read "A. M. Fellows", is written over a horizontal line.

Andrew M. Fellows
Mayor

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City of College Park

Mission Statement and Vision

Mission Statement

The City of College Park encourages broad community involvement and collaboration, and is committed to:

- Enhancing the quality of life for everyone who lives, raises a family, visits, works, and learns in the City; and
- Operating a government that delivers excellent services, is open and responsive to the needs of the community, and balances the interests of all residents and visitors.

Vision

....for the City of College Park

The City of College Park will be a vibrant and prosperous residential, commercial, and educational community with individuals working cooperatively. College Park will have safe and harmonious neighborhoods; a clean, attractive, and healthy natural environment; efficient services; attractive, pedestrian- and bicycle-friendly streetscapes; a thriving downtown, revitalized commercial districts including the Route 1 corridor and Hollywood Commercial District; and convenient transportation systems with enhanced public transit.

....for the City of College Park Government

The City of College Park will be recognized for solid collaborative working relationships with residents, students, the University of Maryland, Prince George's County, other nearby municipalities. Our cooperative relationships will help us realize our vision of prosperity and vitality for the City.

Online Customer Service System



www.collegeparkmd.gov/cpcentral

College Park Central, the City's customer service system, makes connecting with the City easier than ever and provides you with the information you are seeking. No more guessing which department to call; *College Park Central* serves as a one-stop-shop for information and requests. It allows you to track the progress of your request and automatically sends it to the City staff best equipped to address it.

Because it is a web-based tool, you can use *College Park Central* any time of day or night. Access *College Park Central* by clicking the logo on the City's homepage or by typing www.collegeparkmd.gov/cpcentral into your web browser.

For additional information, call the City at 240-487-3501.



City Elections: November 5, 2013

A non-partisan City election for the offices of Mayor and eight District Councilmembers will be held on Tuesday, November 5, 2013. The Mayor is elected at large. Two District Councilmembers are elected from each of the four election districts in the City.

Voter Registration

The last day to register to vote in the November 5, 2013 City election is Tuesday, October 8, 2013. Voter registration is handled by the Prince George's County Board of Elections. In order to be eligible to vote in this City election, you MUST be registered to vote with Prince George's County at your current College Park address by 4:30 p.m. on Tuesday, October 8, 2013. To check your registration status with the County, call the Prince George's County Board of Elections at 301-430-8020, or visit their website. Voter Registration Forms are also available at any City building or any Maryland Motor Vehicle Administration office.

Poll Locations and Hours

Polls are open on November 5, 2013 from 7:00 a.m. – 8:00 p.m. There are two polling locations in the City:

Districts 1 and 4
Vote At:

Davis Hall (Public Works)
9217 51st Avenue

Districts 2 and 3
Vote At:

City Hall
4500 Knox Road

Absentee Voting

To be eligible to vote by absentee ballot, a registered voter must meet one of the following qualifications:

- May be absent on election day from the City;
- Because of accident, illness or physical disability, will be unable to go to the polling place on election day;
- Because of confinement in or restriction to an institution, will be prevented from going to a polling place on election day;
- Because of a death or serious illness in the voter's immediate family, will be unable to go to the polling place on election day; or
- Is a full-time student at an institution of higher education located outside the City, and academic requirements prevent the voter from going to the polling place on Election Day.

Between August 1 and October 29, 2013 an application for an absentee ballot may be picked up at City Hall (4500 Knox Road) or visit our website at www.collegeparkmd.gov. Applications are reviewed by the College Park Board of Election Supervisors and if approved, a ballot will be mailed to the voter. Ballots will be mailed on or after October 7. The voter must return the voted ballot to City Hall using the ballot envelope that is provided, no later than Tuesday, November 5. Absentee ballots are counted on Wednesday, November 6.

Emergency Absentee Ballots

From October 30 to November 5, 2013 a voter who is eligible to vote by absentee ballot (see above) may apply for an emergency ballot in person at City Hall (4500 Knox Road) from 9:00 a.m. to 5:00 p.m. The voter may vote on-the-spot, or can return the voted ballot to City Hall using the ballot envelope that is provided, no later than Tuesday, November 5. Emergency absentee ballots are counted on Wednesday, November 6.

For additional election information, please contact the City Clerk's Office, Monday through Friday, 8:00 a.m. through 5:00 p.m. at 240-487-3501 or visit our website at www.collegeparkmd.gov.



Mayor and Council

The College Park City Council, consisting of the Mayor and eight district Councilmembers (two from each of the four Districts), meets on Tuesday nights at City Hall. The first and third Tuesdays of the month are Worksessions; the second and fourth Tuesdays are Regular Business Meetings. Meetings usually begin at 7:30 p.m. Meeting agendas are posted on the City's website at www.collegeparkmd.gov/agendas on the Friday before the meeting, or are available from the City Clerk's office.

The Mayor and Councilmembers are elected for two-year terms in non-partisan elections. Elections for all seats are held bi-annually, in November of odd-numbered years. For information about City elections, see page 2 or contact the City Clerk's office. **The next election will be on November 5, 2013.**

City Council meetings are broadcast live Tuesday nights on Comcast Cable Channel 71 and on Verizon Channel 25. Meetings are rebroadcast on the following schedule: Wednesdays at 8:00 p.m., Thursdays and Fridays at 6:00 p.m. and Saturdays at 10:00 a.m.

Worksessions and Council meetings may also be viewed live over the internet. Those interested in watching the live meetings from their computer should visit the City's website at www.collegeparkmd.gov, and click on the menu item "City Council Materials/Council Meetings Video". You will be redirected to the Granicus, Inc. web site which hosts the web streaming and archiving of Council meetings.

The City Council would like to hear from you. There are several ways to comment:

- Correspondence for the attention of the Mayor and/or Council may be sent to the City Clerk's office:
 - By mail to 4500 Knox Road, College Park, MD 20740
 - By fax to 301-699-8029
 - By e-mail to cpmc@collegeparkmd.gov
- Public comment is taken during Regular Business meetings on the second and fourth Tuesdays of the month.
 - To comment on any matter that is *not* on the meeting agenda: Speakers are given three minutes to address the Council during "Comments from the Audience on Non-Agenda Items" at the beginning and end of each Regular Business meeting.
 - To comment on an *agenda* item during a Regular Business meeting: When an agenda item comes up for consideration by the Council, the Mayor will invite public comment prior to Council deliberation. Speakers are given three minutes to address the Council.
 - To comment on a proposed Ordinance or Charter Amendment Resolution: The City Council schedules Public Hearings prior to the adoption of an Ordinance or a Charter Amendment Resolution. Public Hearings are advertised in advance and all interested parties have the opportunity to be heard.

Residents interested in serving on a City appointed Board or Committee are encouraged to contact their Councilmember or the City Clerk's office (240-487-3501) for more information.

Janeen S. Miller, CMC, City Clerk
Yvette Allen, Assistant City Clerk



Mayor and Council

(December 2011 – December 2013)

Mayor Andrew M. Fellows

afellows@collegetparkmd.gov

5807 Bryn Mawr Road..... 301-441-8141

Councilmember Patrick L. Wojahn (District 1)

pwojahn@collegetparkmd.gov

5015 Lackawanna Street..... 240-988-7763

Councilmember Fazlul Kabir (District 1)

fkabir@collegetparkmd.gov

9817 53rd Avenue 301-659-6295

Councilmember Robert T. Catlin (District 2)

rcatlin@collegetparkmd.gov

8604 49th Avenue 301-345-0742

Councilmember Monroe Dennis (District 2)

mdennis@collegetparkmd.gov

8117 51st Avenue 301-474-6270

Councilmember Robert Day, Sr. (District 3)

rday@collegetparkmd.gov

7410 Baylor Avenue 301-741-1962

Councilmember Stephanie Stullich (District 3)

sstullich@collegetparkmd.gov

7400 Dartmouth Avenue 301-742-4442

Councilmember Marcus Afzali (District 4)

mafzali@collegetparkmd.gov

9238 Limestone Place..... 240-391-8241

Councilmember Denise Mitchell (District 4)

dmitchell@collegetparkmd.gov

3501 Marlborough Way 240-460-7620

For a list of elected officials following the November 5, 2013 election,
please contact the City Clerk's office at 240-487-3501, or visit www.collegetparkmd.gov.





For More Information

City website: The City's web site is www.collegeparkmd.gov. Here you can find information about City services, individual departments, City Council meetings, downloadable application forms, public hearing notices, special reports, links to other useful websites, or pay a parking ticket. City Council meeting agendas, minutes, and videos of prior meetings are posted here as well.

Shop College Park Website: A City-managed website (<http://shopcollegepark.org>) featuring interactive maps and a database of restaurants, shops, events, and attractions. The website serves as one-stop source for information on new businesses and other happenings in College Park.

Public Access Television Channels: Comcast Cable Channel 71 and Verizon Channel 25. Information on City services and meeting notices for City appointed Boards and Committees are posted here. City Council meetings are broadcast live on Tuesday nights, and rebroadcast on Wednesdays (8:00 p.m.), Thursdays and Fridays (6:00 p.m.) and Saturdays (10:00 a.m.)

The *Municipal Scene*: is published twice-monthly in the College Park edition of the Gazette newspaper, on the second and last Thursdays of the month.

Useful Websites

MD State Government
www.maryland.gov

**Prince George's County Planning
Department**
www.mncppc.org/pgco

Pepco Electric
www.pepco.com

MD Dept. of the Environment
www.mde.state.md.us

**Maryland-National Capital Parks
& Planning Commission, PG
County Parks**
www.pgpc.org

**Washington Suburban
Sanitary Commission**
www.wsscwater.com

MD Dept. of Agriculture
www.mda.state.md.us

Shop College Park
shopcollegepark.org

Washington Gas
www.washgas.com

MD Board of Elections
www.elections.state.md.us

**University of Maryland College
Park**
www.umd.edu

Comcast
www.comcast.com

Prince George's County
www.princegeorgescountymd.gov

**University of Maryland University
College**
www.umuc.edu

Verizon
www.verizon.com

**Prince George's County Board
of Elections**
[www.princegeorgescountymd.gov/
sites/elections/](http://www.princegeorgescountymd.gov/sites/elections/)

Shuttle-UM
www.transportation.umd.edu

**Washington Metropolitan
Area Transit Authority**
www.wmata.com



City Departments at a Glance

City Manager's Office

The City of College Park operates as a council-manager form of government in which the elected City Council appoints an experienced City Manager to oversee the delivery of public services. The City Manager's office supervises the administration of all City departments, assists the City Council in policy development, develops the annual budget, executes contracts on behalf of the City, and serves as the intergovernmental liaison. The City Manager's office welcomes feedback from residents about City services.

Location: City Hall, 4500 Knox Road • Phone: 240-487-3501 • FAX: 301-699-8029

City Clerk's Office

The City Clerk's office maintains the official records of the City, serves as a general point of contact for the public, serves as liaison to the Mayor and Council, assists the Board of Election supervisors in City elections, responds to Maryland Public Information Act requests, prepares the Municipal Scene insert in the local *Gazette* newspaper, updates information on the City's public access channel (Comcast Channel 71 and Verizon Channel 25), coordinates membership appointments to City Boards and Committees and coordinates rentals of the Old Parish House and Davis Hall. The City Clerk's office is the point of contact for requests for traffic calming and permit parking on your street.

Location: City Hall, 4500 Knox Road • Phone: 240-487-3501 • FAX: 301-699-8029

Finance

This department is responsible for accounting and reporting of the City's financial operations, preparation of the operating and capital budgets, billing and collections, payroll services, purchasing, information systems and related functions. The department coordinates the annual certified audit, and prepares the Uniform Financial Report (UFR) for filing with the State of Maryland and the Comprehensive Annual Financial Report (CAFR).

Location: City Hall, 4500 Knox Road • Phone: 240-487-3509 • FAX: 301-864-8941

Human Resources

Human Resources services include recruitment and retention, wage, salary, and benefits administration, policies and procedures pertaining to employment, and employee and labor relations. Office hours are generally from 8:00 a.m. to 4:30 p.m. Monday - Friday, except City holidays. Applications for employment may be submitted for vacant positions either in person or via the City's website. Please see our website, www.collegeparkmd.gov, for current job openings. We are an Equal Opportunity Employer.

Location: City Hall, 4500 Knox Road • Phone: 240-487-3533 • FAX: 301-277-4188

City Departments at a Glance

Public Services

This department's services include parking enforcement, code enforcement, animal control, public safety, emergency preparedness, contract police, rent stabilization, recreation, building and construction permits and quality-of-life issues city-wide. In addition, a liaison is maintained with other County, State and University public safety agencies. The department supports various City boards and committees, including the Animal Welfare Committee, Citizen Corps Council, Neighborhood Watch Steering Committee, Community Emergency Response Team (CERT), Noise Control Board, Recreation Board, and Rent Stabilization Board.

Location: 4601-A Calvert Road • **Phone:** 240-487-3570 • **FAX:** 301-864-7965

Parking Enforcement: City Hall, 4500 Knox Road • **Phone:** 240-487-3520 • **FAX:** 301-699-8029

Planning, Community, & Economic Development

This department is organized into three functional areas – planning and zoning, community development, and economic development. The planning and zoning program involves the preparation of local plans, as needed, and the coordination of planning efforts with other agencies including the Maryland—National Capital Park and Planning Commission (M-NCPPC), the Washington Metropolitan Area Transit Authority (WMATA), and the University of Maryland. Planning staff review and provide recommendations to the City Council on plans, projects, and development applications within the City and vicinity. The Advisory Planning Commission (APC) is supported by the Planning Department and holds public hearings on applications for zoning appeals, departures from design standards, and certification of non-conforming uses. The community development program oversees special projects and applies for and administers grant and loan funding from local, state and federal sources to enhance the City as a place to live, work and visit. The economic development program is focused on revitalizing the City's commercial districts and providing assistance for business retention, expansion and recruitment.

Location: City Hall, 4500 Knox Road • **Phone:** 240-487-3538 • **FAX:** 301-887-0558

Public Works

This department provides full-service to City residents in the areas of refuse and recycling collection, street cleaning and maintenance, horticultural services, signage, snow and ice removal, litter and graffiti control, and street lighting. Other areas of responsibility include maintenance and upkeep of all City vehicles, heavy equipment and machinery; maintenance of City playgrounds and tot lots; employee safety services and assistance with citizen and student volunteer programs. An award-winning composting program saves tipping fees by diverting leaves and grass clippings from the waste stream. The department supports and is the liaison to the Tree and Landscape Board and the Veterans Memorial Improvement Committee. The City Engineering Division is also located at Public Works

Location: 9217 51st Avenue • **Phone:** 240-487-3590 • **FAX:** 301-474-0825 • **Email:**

publicworks@collegeparkmd.gov

Youth, Family, & Senior Services

This department's Youth & Family Services program provides community outreach and enhanced family functioning through its clinical programs, school assembly events, parent education, parent support groups, and client advocacy. The Seniors Program provides one-on-one assistance and advocacy for senior residents, information and referral, a free bus transportation system for medical appointments and shopping, and well-attended subsidized senior trips and socials.

Youth & Family Office: 4912 Nantucket Road • **Phone:** 240-487-3550 • **FAX:** 301-474-0717

Seniors Program Offices: 9014 Rhode Island Avenue • **Phone:** 301-345-8100

4711 Berwyn House Road • **Phone:** 301-474-0025 • **FAX:** 301-345-4292



Youth & Family Services

Did you know that the City has a counseling program for College Park residents with children?

If you are worried about your children – or frustrated – or just want things to be more peaceful at home – please consider giving us a call.

WHAT WE DO – Services are provided in English and Spanish

- Family Counseling
- Hispanic Parent Support Group
- Information and Referrals
- Special Events – Halloween Thing & Spring Egg Hunt
- Advocacy with schools, Social Services, etc.

We've had success with children experiencing:

- | | | | |
|--------------------|-----------------------|------------------------|----------------------|
| ▶ ADHD | ▶ Bullying Behavior | ▶ Family Conflict | ▶ School Suspensions |
| ▶ Aggression/Anger | ▶ Challenges Socially | ▶ Grief/Loss | ▶ Separation/Divorce |
| ▶ Anxiety | ▶ Depression | ▶ Poor Decision Making | ▶ Truancy |

If you want support on any of these issues, we are here to help. All professional staff hold advanced degrees. Graduate interns who are in their second year of their advanced degree program are supervised by the professional staff. No one is denied services because of inability to pay. Costs for services are reasonable as this program is subsidized by the City.

We encourage any questions you may have about our services. Please call:

College Park Youth & Family Services

Peggy Higgins, LCSW-C, *Director*
Pat Henderson, *Administrative Assistant*

4912 Nantucket Road
College Park, MD 20740
240-487-3550



Senior Services

The City of College Park provides assistance to College Park residents aged 62 and older. City staff work to help seniors deal with other agencies, to include health insurance companies, Medicare, Social Security, prescription drug programs and Social Services. Staff serves as liaison to other community resources and provides assistance in understanding business correspondence and other personal matters. They work to resolve family and interpersonal issues and provide information and referral.



Transportation: The Seniors Program provides limited bus transportation to local medical appointments and shopping centers. The bus is available to College Park seniors for nearby shopping on Tuesdays and Wednesdays, and medical appointments Monday - Friday. Due to demand, we ask that you make any request for shopping excursion or medical appointment transportation one week in advance.

Local Outings: Local outings are planned for our physically challenged seniors. Interested seniors should contact Angie Burns for information at 301-345-8100. These trips operate on a first-come first-served basis.

Day Trips: The City of College Park offers eight day trips a year for our seniors. Trips are subsidized by the City to keep them affordable. Please remember to thank the Mayor and City Council for their ongoing support and generosity. Trip notifications are made in March for trips running April through November.

Senior Socials: These are fun events where seniors gather together, new friends and old, and have a good time! A committee of seniors within College Park meets and plans these activities. Suggestions for future activities are discussed at the end of each social event, so bring your suggestions to the next event.

Behind the House Refuse Pickups

Households with no one physically able to move refuse and recycling carts to and from the curb may request a behind-the-house pickup. For more information call Public Works at 240-487-3590 or email publicworks@collegeparkmd.gov.

Events are advertised in the Gazette, on the College Park website, www.collegeparkmd.gov, and cable channel. To be included on the College Park seniors mailing list, contact 301-345-8100. Notices are mailed to the homes of those seniors on the mailing list.

College Park Seniors Program
Angie Burns, *Program Manager*
Kristie Turner, *Seniors Caseworker*
Debi Bryant, *Bus Driver*

9014 Rhode Island Avenue
College Park, MD 20740
301-345-8100

4711 Berwyn House Road
College Park, MD 20740
301-474-0025

City of College Park Events 2013-2014

College Park Day

Saturday, October 19, 2013

11:00 a.m. – 3:00 p.m. rain or shine

Herbert Wells Ice Rink

5211 Paint Branch Pkwy; 301-277-3717

Join neighbors from across the city to enjoy arts and entertainment, food, games, historical exhibits, kid's activities, and much more. Visit www.collegeparkday.org.



Halloween Thing

Saturday, October 27, 2013

10:00 a.m. – 12:00 p.m. rain or shine

College Park Youth, Family, & Senior Services Building

4912 Nantucket Road; 240-487-3550

Join CP YFSS for a costume parade, arts and crafts, face painting, haunted hallway and more! All ages welcome. Free!!

America Recycles Day Sculpture Workshop

Saturday, November 16, 2013

10:00 a.m. – 3:00 p.m.

Davis Hall/Public Works, 9217 51st Avenue

Bring your clean recyclables and transform them into artful sculptures - teams encouraged! Registration required. Tools, lunch, and assistance provided by CP Arts Exchange and CP Dept. of Public Works. Contact: CPAE (info@cpae.org; 301-927-3013) or DPW (publicworks@collegeparkmd.gov; 240-487-3590).



College Park Blues Festival

Saturday, November 2, 2013

6:00 p.m. – 11:30 p.m.

University of Maryland, Ritchie Coliseum

For details contact Public Services at 240-487-3570.



Veteran's Day Celebration

Monday, November 11, 2013

11:00 a.m.

Veteran's Memorial

Corner of US Route 1 and Greenbelt Road

Breakfast with Santa

Saturday, December 14, 2013

10:00 a.m. – 12:00 p.m.

College Park Community Center

5051 Pierce Ave; 301-441-2647



Trip to Publick Playhouse: Kwanza Show (for seniors)

Tuesday, December 17, 2013

12:00 p.m. – 3:30 p.m.

College Park Community Center

5051 Pierce Ave; 301-441-2647

Spring Egg Hunt

Saturday, April 12, 2014

10:00 a.m. – 12:00 p.m. rain or shine

College Park Youth, Family, & Senior Services Building

4912 Nantucket Road; 240-487-3550

Join CP YFSS at **10 a.m. sharp** for our Annual Egg Hunt, arts and crafts, face painting, games, and more! All ages. **Free!!**



Brunch With The Easter Bunny

April, 2014. Date/Time TBD

College Park Community Center

5051 Pierce Ave; 301-441-2647

Downtown Farmers Market

April to November, Sundays, 2014

10:00 a.m. – 2:00 p.m.

City Hall Parking Lot, 4500 Knox Road

Stop by Downtown each week for locally-grown produce, flowers, wholesale fruits, BBQ, cupcakes, and live music. The market, which began operating in 2011, continues to expand.

College Park Farmers Market

May to October, Saturdays, 2014

7:00 a.m. – Noon

Herbert Wells/Ellen Linson Parking Lot

5211 Paint Branch Pkwy

In operation for over 30 years, the Saturday market's offerings include local produce, baked goods, flowers, and pottery.



Hollywood Farmers Market

May to October, Saturdays, 2014

8:00 a.m. – 12:00 p.m.

Hollywood Shopping Center Parking Lot, 9801 Rhode Island Ave

North College Park's new farmers market hosts local vendors offering produce, meats, desserts, and crafts.

Bike To Work Day – College Park Pit Stop

Friday, May 16, 2014

6:30 a.m. – 8:30 a.m.

City Hall parking lot, 4500 Knox Road

Stop in on your way to work for t-shirts, food, prizes, bike mechanics and more! Register at

www.waba.org/events/btwd/index.php.

Memorial Day Celebration

Monday, May 26, 2014

11:00 a.m.

Veteran's Memorial

Corner of US Route 1 and Greenbelt Road



4th of July Fireworks and Concert

Friday, July 4, 2014

7:00 p.m. concert; fireworks begin at dark

University of Maryland campus Lot 1

An annual joint effort between the City, UMD, and M-NCPPC. Everyone welcome!

National Night Out

Tuesday, August 5, 2014

Your neighborhood! Times and locations TBD

A community/police partnership aiming to increase awareness about crime prevention and safety. For details contact your civic association or Public Services, 240-487-3570.

Buy Local and Independent Week

Sunday, August 10 to Saturday, August 16, 2014

Support your local businesses by spending your dollars in College Park, particularly with our many locally-owned businesses. Various events and deals will be announced on <http://shopcollegepark.org>.

Doggie Dive In

Tuesday, September 2, 2014

6:00 p.m. - 8:00 p.m.

Ellen Linson Pool, 5211 Paint Branch Pkwy

An annual event for owners and their canine friends to enjoy a dip in the pool. \$5 entrance fee, updated Rabies certificates required for participation. Maximum of 2 dogs per handler.



City Parks and Playgrounds



**The following parks and playgrounds are maintained by the
City of College Park Department of Public Works:**

Branchville Playground
Branchville Road

***Calvert Hills Playground and Athletic Field**
4601 Calvert Road

Crystal Springs Playground
37th Avenue

Davis Field Playground
Iroquois Street

***Duvall Playground and Athletic Field**
Rhode Island Avenue

Hollywood Playground
Hollywood and 48th Place

James Adams Park
Berwyn House Road

Muskogee Playground
Muskogee and Narragansett Parkway

Old Town Playground
Columbia Avenue

The Mews Playground
Catawba Street

Call or email Public Works (240-487-3590; publicworks@collegeparkmd.gov) for maintenance.
Call or email Public Services (240-487-3570; publicservices@collegeparkmd.gov) for use permits.

**City use permits are only required for these locations.*

Maryland-National Capital Park and Planning Commission

The following parks and playgrounds are owned and maintained by M-NCPPC.
For information and maintenance requests call 301-699-2255 or visit www.pgiparks.com.

***Acredale Community Park (and
Dog Park)**
4300 Metzert Rd

Berwyn Neighborhood Playground
8300 block of 49th Ave

***Calvert Park**
4811 Drexel Rd

Cherry Hill Neighborhood Park
4600 block of Kiernan Rd

**College Park Community Center
and Soccer Complex**
5051 Pierce Ave
(301-441-2647)

**College Park Woods
Neighborhood Park**
9100 block of St. Andrews
Place

Ellen Linson Swimming Pool
5211 Paint Branch Pkwy
(301-277-3717)

Herbert Wells Skating Rink
5211 Paint Branch Pkwy
(301-277-3717)

**Hollywood Neighborhood
Park**
9700 block of 53rd Ave

Lake Artemesia
55th Ave

Lakeland Community Park
4900 block of Lakeland Rd

***Paint Branch Parkway
Community Park**
5202 Old Calvert Rd

Paint Branch Golf Complex
4690 University Blvd

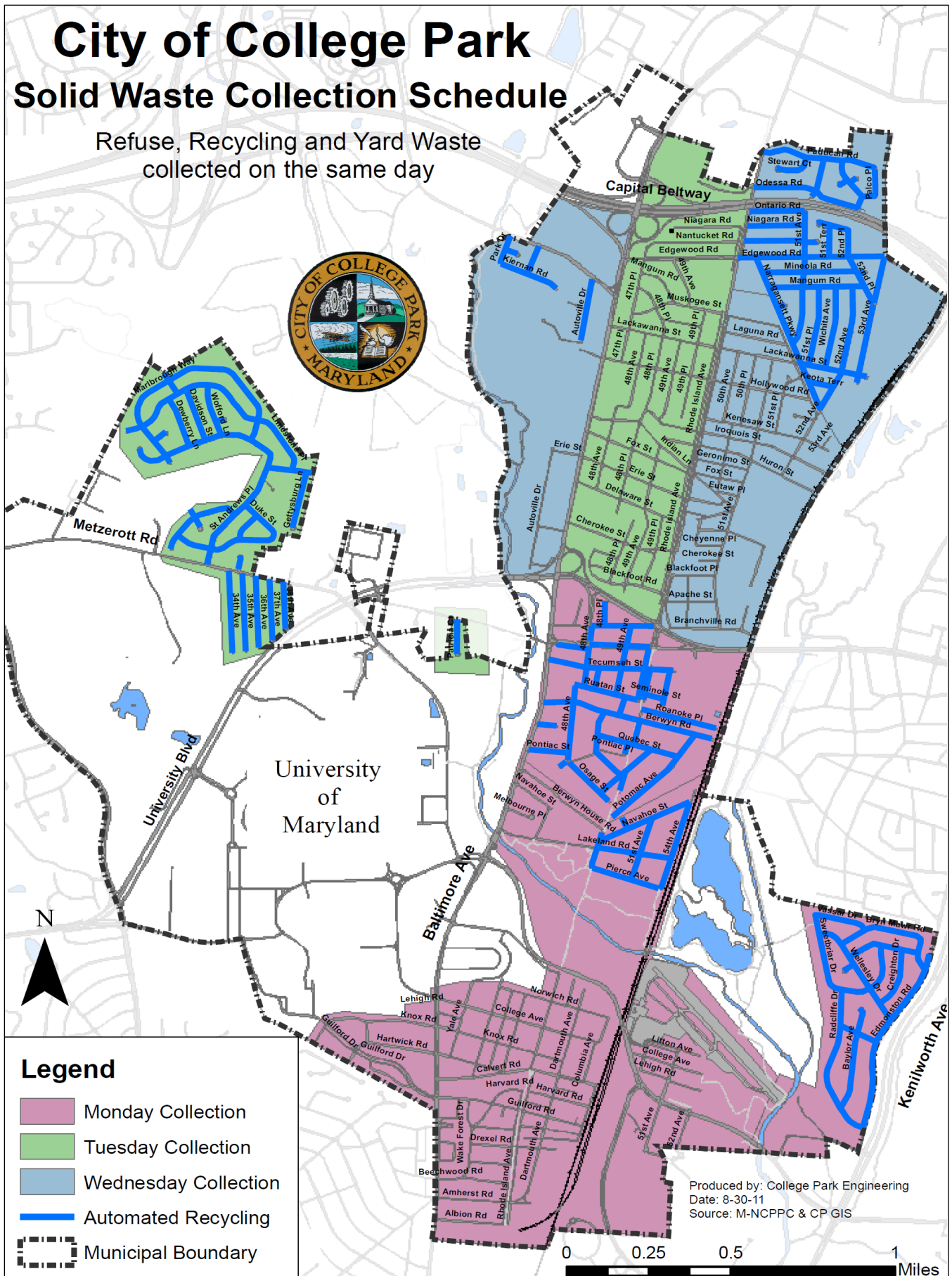
**Sunnyside Neighborhood
and Skate Park**
10000 block of Rhode Island
Ave

*Rental sites available; call M-NCCPC Office of Park Permits – 301-699-2400.

City of College Park

Solid Waste Collection Schedule

Refuse, Recycling and Yard Waste
collected on the same day



Refuse, Recycling, & Yard Trim

Department of Public Works • 9217 51st Avenue
240-487-3590 • publicworks@collegeparkmd.gov



2013 – 2014 City Holidays and Collection Schedules

All City buildings are closed on the observed holidays listed below. Refuse, recycling and yard trim collection will occur one day later if a holiday falls on a collection day (denoted with an *). A week with a holiday will only have one day for collection of special trash and brush. There will be NO special collections during the week of Thanksgiving. **Columbus Day is NOT a City holiday!**

2013

*Veteran's Day – Monday, November 11th
Thanksgiving Day – Thursday, November 28th
Day after Thanksgiving – Friday, November 29th
*Christmas Day – Wednesday, December 25th

2014

*New Year's Day – Wednesday, January 1st
*Martin Luther King Jr. Day – Monday, January 20th
*Presidents' Day – Monday, February 17th
Good Friday – Friday, April 18th
*Memorial Day – Monday, May 26th
Independence Day – Friday, July 4th
*Labor Day – Monday, September 1st

*Refuse, recycling, and yard trim collections occur 1 day later than normal.

Columbus Day is NOT a City holiday!

Refuse, recycling and yard trim collected regularly during the week of Columbus Day.

Need a Trash or Recycling Cart? *Carts are provided only to residents who participate in the city refuse collection program.* Call or email Public Works for additional or replacement carts. Carts that become unusable as a result of user misuse will be replaced at the cost of the user. Residents can also upgrade their current 65-gallon blue recycling cart to a 95-gallon blue cart, free of charge. Similarly, residents can downsize their current 95-gallon green refuse cart to a 65-gallon green cart.

Need Assistance with Moving Your Carts? Households with no one physically able to move refuse and recycling carts to and from the curb may request behind the house pickup. To qualify for this service, an application and doctor's note must be submitted annually with Public Works.

Materials Accepted for Disposal:

- ✓ Garbage (food waste)
- ✓ Normal household trash and other non-recyclable refuse
- ✓ Domestic animal waste (wrapped in plastic bags)
- ✓ Bulky furniture, mattresses, major appliances, tires, building materials, and brush are collected by appointment on Thursdays and Fridays. *You must call or email in advance to schedule a collection.*

Do NOT Place These Items in Your Trash Cart:

- ⊗ Construction and Demolition (C&D) materials
- ⊗ Dirt, rocks, or yard trim
- ⊗ Hazardous materials
- ⊗ Recyclable materials (including electronics)



Refuse and Bulky Item Collection Requirements

Remember to...

- ✓ set carts out at curb by 7:00 a.m.
- ✓ remove carts from curb by midnight
- ✓ keep carts clean!
- ✓ leave 3-4 feet between carts
- ✓ bag excess refuse; place next to cart
- ✓ keep pets confined on collection day
- ✓ use green carts for refuse
- ✓ use blue carts for recycling

Do NOT...

- ⊘ mix recycling, refuse, and/or yard trim
- ⊘ set out hazardous materials for collection
- ⊘ place carts near utility poles, vehicles, or other obstructions



Special and Bulky Trash Pickups – Appointments Required!

This service is provided to residents who participate in the City refuse/recycling program.

Before calling for special or bulky trash pickups, consider donating items in good-condition to a charity or re-use organization listed on page 19.

The following items are collected on Thursdays and Fridays **by appointment only**. Call or email to schedule an appointment *at least one day in advance before setting items out for collection*. Items must be at the curb by 7:00 a.m. – they cannot be out earlier than 5 p.m. the night before.

No charge for items such as:

- Appliances (washers and dryers, dishwasher, ovens, radiators, stoves, etc.)
- Bathroom and plumbing hardware and fixtures, hot water heaters
- Building materials (shingles are never accepted!) Nails must be removed or flattened over
- Electronics
- Furniture or bulky items (mattresses, assorted furniture items, etc.)
- Vehicle parts

The following items are collected and charged per household, per calendar year:

Air Conditioners	} 1 st unit free; \$35 each additional unit
Freezers	
Heat Pumps	
Refrigerators	

TIRES \$4.00 each

SPRING & FALL CLEAN UP WEEKENDS: April and October

Public Works will be open during announced Saturdays for City residents to drop off household items, yard trim, and electronics. Donation and document shredding service events may also be available. There may be a charge for A/C units, heat pumps, refrigerators and freezers. There is a \$4 charge for each tire. Hazardous waste (including shingles and propane tanks) is **NOT** accepted. This is the **only** time you may bring items to Public Works for disposal (other than used motor oil). For more information, please call or email Public Works, or visit www.collegeparkmd.gov/public_works.htm.

Proof of City residency is required.



Recycling in the City of College Park

Yes

Combine all of the items listed on this page in your blue recycling cart.

✓ Glass

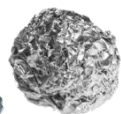
Glass jars and bottles for food and beverage items – clear, green and brown

Examples: beverage bottles, jars for jam, olives, pasta sauce

Lids and labels can be left on or removed; empty and rinse containers first!



✓ Metal



Aluminum cans
Steel/tin cans (soup, pet food, etc)
Aluminum foil
Single-use aluminum baking pans



Tabs and labels can be left on or removed; clean items only – no food residue!

✓ Paper



Advertisements, books, catalogues
Copy and computer paper, colored paper, cardstock, envelopes
Corrugated cardboard, mail, Gift wrap (non-metallic)
Magazines, newspaper, paper bags, paperboard (cereal/shoe boxes, etc.)
Juice & milk cartons and boxes (aseptic and gable-top containers)
Frozen food boxes

Shredded paper (must be contained in a sealed bag)




Do not include any paper that has been contaminated by grease or food

Please cut cardboard down to fit in your cart, or tie with string and stack neatly next to your cart.

✓ Plastic



Narrow and wide-neck food and drink containers with a  and #1-7 (milk jugs; water, pill, shampoo bottles; margarine, yogurt sour cream containers)

Rigid plastics, including: Drinking cups
Plastic totes and crates

Plastic lawn furniture and coolers
Playground equipment and toys

**Plastic bags and cling film
(must be contained in one bag!)**



Caps, rings and labels can be left on or removed; all items should be emptied and clean!

Do not put your recyclables in plastic bags! (Except if you are recycling plastic bags or shredded paper.) They should remain loose in your cart.

To see a video on how your recyclables are sorted, please visit:

<http://www.thinkgreen.com/video-recycling-single-stream>.

Recycling is collected single-stream in the City

Call or email Public Works for recycling questions (240-487-3590; publicworks@collegeparkmd.gov).

No

These items are NOT acceptable in the blue recycling carts.

⊘ Glass



Blue glass
Baking and cooking dishes (Pyrex, casserole dishes, mixing bowls)
Window and mirror glass
Ceramic mugs and drinking glasses



⊘ Metal



Aerosol cans
Gasoline, oil, herbicide or pesticide containers
Loose metal: clothes hangers, hardware, paper clips, etc.
Pots and pans
Pressurized tanks (SCUBA, propane, fire extinguishers, helium)



⊘ Paper



Carbon copy paper
Greasy pizza boxes
Laminated paper
Metallic gift wrap
Napkins
Paper plates & cups
Paper towels
Photographic paper
Loose shredded paper
Tissues
Wax paper



⊘ Plastic



Any container without a ♻️ and #1-7; Bio Plastics
Bubble wrap
Camera film

Candy bar wrappers, chip/snack bags
Cutlery and utensils



Foam cups, plates, and takeout containers; foam packing materials
Hazardous containers (herbicides, pesticides, poison)



Loose cling wrap, loose plastic bags
Motor oil bottles
Six-pack rings



Take-out/hinged containers (salad bar containers)

Other items that DO NOT belong in your blue recycling cart include:

- ⊘ batteries ⊘ building materials ⊘ clothing and household items ⊘ dirt/sod/clay ⊘ electronics ⊘ hazardous materials ⊘ light bulbs ⊘ medical waste ⊘ thermostats ⊘ yard trim ⊘



Recycling Tips

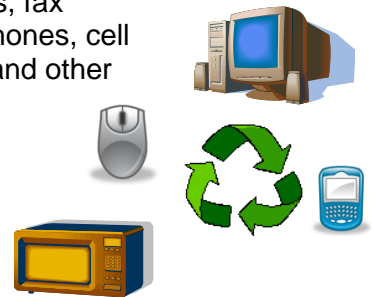
- Place all recyclable items directly in the blue cart; do not place excess recyclables in plastic bags and do not place recyclable items in trash carts. If you need a larger recycling cart (max size is 95-gallons), please contact Public Works at 240-487-3590 or publicworks@collegetparkmd.gov.
- Empty and rinse bottles and cans - this will help keep insects and pests away, reduce odors and provide cleaner recyclables to the Materials Recovery Facility.
- Throw out items with high food contamination, as these degrade the quality of our recyclables.
- Recycle in all rooms of your house! Set a paper bag or small cardboard box in your office, bedrooms, and bathrooms to collect recyclable items (empty shampoo bottles, printer paper, shoe boxes, etc.). When full, you can throw the box or bag and their contents in your blue recycling cart.

Electronics Recycling Program – don't throw them away!

Acceptable electronics include: computers, keyboards, mice, printers, scanners, fax machines, TV's, VCR's & DVD players, stereos & CD players, speakers, telephones, cell phones, PDAs, digital cameras, cables/cords, vacuum cleaners, microwaves, and other household appliances.

City residents have three options for recycling electronics:

1. Year round: call or email Public Works to schedule a special pickup. (240-487-3590; publicworks@collegetparkmd.gov)
2. During spring and fall cleanup weekends: bring electronics to Davis Hall during announced weekends only. Proof of City residency will be required.
3. Take your electronics to the Brown Station Landfill, 11611 White House Rd, Upper Marlboro, MD, Thursday – Saturday from 8:00 a.m. – 3:30 p.m. Proof of county residency is required.

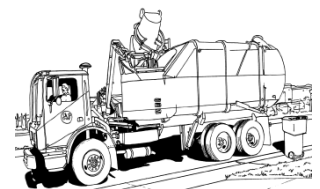


Are You on the Automated Recycling Truck Route?

The following neighborhoods are on the automated truck route for recycling collection: Autoville and Cherry Hill, Berwyn, Branchville, College Park Estates and Yarrow, College Park Woods, Lakeland, and Sunnyside. See the collection map on page 13.

To help us collect your recycling efficiently, please follow these tips:

- Opening of cart should face towards the street (handle & wheels towards house).
- Place carts on grass area between street and sidewalk, away from vehicles, fire hydrants, utility/telephone poles, trees, or other obstructions.
- Leave 3-4 feet between each cart and any piles of special items or brush.



Other Recycling and Reuse Opportunities



How do I recycle my.....?

- ▶ **Auto fluids (anti-freeze, hydraulic fluid, etc.)** must go to Prince George's facility (page [222216](#)).
 - Motor oil is the only fluid that is recyclable at Public Works (9217 51st Ave)
- ▶ **Batteries: take to Prince George's County hazardous waste site (see page [222216](#)). Other options:**
 - Automotive: Trade in at your auto center when you purchase a new battery
 - Household (disposable/rechargeable): My Organic Market (9827 Rhode Island Ave) Tape ends!
 - Rechargeable: Home Depot (4700 Cherry Hill Rd); Best Buy (4710 Cherry Hill Rd)
- ▶ **Food: take non-perishable food to CP Meals on Wheels (9601 Rhode Island Ave; 301-474-1002)**
- ▶ **Fluorescent lights: take to Prince George's County hazardous waste site (see page [222216](#)). Other:**
 - CFLs and tubes: My Organic Market (9827 Rhode Island Ave)
- ▶ **Metal clothes hangers: drop off at Zips (7215 Baltimore Ave) or check with your dry cleaner.**
- ▶ **Packing material (foam blocks and peanuts, bubble wrap, etc.):**
 - Mailing/shipping stores in and around College Park accept bubble wrap and peanuts (UPS, FedEx)
 - Alliance of Foam Packaging Recyclers for #6 molded foam only (Crofton, MD; www.epspackaging.org)
- ▶ **Plastic shopping bags: accepted in the City curbside recycling program, but other options are:**
 - Drop off at Giant (Beltway Plaza), Target (Beltway Plaza), or Shoppers (4720 Cherry Hill Rd)
- ▶ **Printer ink cartridges:**
 - Pick up mail-in envelopes from US Postal Service branches
 - Drop off at Staples (8904 62nd Ave, Berwyn Heights) or Target (Beltway Plaza)

Could Someone Else Reuse Your Items? Think Before You Throw!

Before setting out items for a refuse pickup you no longer use or want, consider reuse and donation options. Read below for some ideas and visit the City website for updated information:

Item	Reuse/Donation Opportunities	
Automobiles, boats, motorcycles, and RVs	<ul style="list-style-type: none"> • Cars 4 Causes: www.cars4causes.net; 888-444-2392 • Kars4Kids: www.kars4kids.org; 877-527-7454 • Purple Heart: www.purpleheartcars.org; 888-414-4483 	
Books and other media (DVDs, VHS, CDs, etc.) (very good condition)	<ul style="list-style-type: none"> • All Prince George's County library branches • Books for America: 1417 22nd St., NW Washington, DC 20037; 202-835-2665 www.booksforamerica.org • College Park Community Library: 9704 Rhode Island Ave, lower level of the Church of the Nazarene; 301-474-8044, www.cpcommunitylibrary.org 	
Building & Construction materials <i>Surplus or salvaged (in good condition)</i>	<ul style="list-style-type: none"> • Community Forklift: 4671 Tanglewood Dr, Edmonston, MD 20781; 301-985-5180; www.communityforklift.com • Habitat for Humanity ReStore: 4529 Rhode Island Ave, Brentwood, MD 20722; 301-779-1912 	
Clothing and Household goods (very good condition)	<ul style="list-style-type: none"> • Go Green for the Cause & Planet Aid bins: Zips and Village Pump parking lots, many other locations in College Park (look for the yellow bins!) • A Wider Circle: 301-608-3504, www.awidercircle.org/ • American Rescue Workers: 301-336-6200, www.arwus.org • Lupus Foundation: 1-888-445-8787, www.lupus.org • Purple Heart: www.purpleheartpickup.org • Vietnam Veterans of America: 301-585-4000, www.clothingdonations.org 	 
Pet food and supplies	<ul style="list-style-type: none"> • City Hall: 4500 Knox Road • All Dogs Club: 5115 Berwyn Rd • Greenbelt Co-op: 121 Centerway, Greenbelt, MD 20770 	

www.collegeparkmd.gov/recycling.htm

Yard Trim Collection Information

Department of Public Works (240-487-3590; publicworks@collegeparkmd.gov)

Yard trim, brush or branches in plastic bags will not be collected!



NO plastic bags!



grass, leaves, flowers, weeds



branches, brush, sticks

Grass, leaves, vines, weeds, small trimmings and clippings are collected as follows:

January – October:

Set Out on Regular Refuse/Recycling Collection Day

- Do not put trash or recycling in with your yard trim! Flower pots, plastic bags/wrappers, toys, balls, and other non-vegetative materials do not belong in with your yard trim.
- Use paper yard trim bags or reusable containers displaying a city yard trim decal (not City refuse or recycling carts or plastic bags).
- Reusable containers **MUST** have a city yard trim decal.
- Call or email Public Works for a special pickup of more than 10 bags or containers: 240-487-3590, publicworks@collegeparkmd.gov.

Choose Reusable Containers!

Consider using reusable containers for yard trim; then, you can stop buying paper bags (which becomes expensive over time, and tear if they get too wet).

- No limit on number of containers, but each must not exceed 32 gallons or 75 pounds.
- Each container must display a city yard trim decal. Pick them up for free at Public Works, City Hall, Public Services, and Youth, Family, and Senior Services.
- Drill small holes in the bottoms of containers for water drainage.

November – December:

Leaf Vacuum Season – Look for the Signs!

DO...

- ✓ **Rake** leaves, grass, and weeds to the curb (not in the street) during posted collection times only.
- ✓ **Place** small trimmings, clippings and vines in paper bags or reusable containers; they will be picked up during posted collection dates.
- ✓ **Remove** rocks, vines and debris from leaf piles.
- ✓ **Check** the leaf collection schedule at www.collegeparkmd.gov or call 240-487-3590.



DO NOT...

- ✗ **Pile** leaves in the street, near cars or storm drains.
- ✗ **Include** rocks, bricks, vines or debris in piles. These will damage vacuums and cause delays.

Keep Grass Out of the Street!



Grass and leaves deposited in the street wash into storm drains and storm sewer lines, potentially clogging them and cause flooding. This debris ultimately reaches waterways and the Chesapeake Bay, threatening aquatic health. Mulch your grass clippings or start a backyard compost pile instead. Brochures on these topics are available from the Committee for a Better Environment webpage (go to www.collegeparkmd.gov, click on Boards & Commissions and then Committee for a Better Environment).



NO plastic bags!



grass, leaves, flowers, weeds



branches, brush, sticks

BRUSH & LOGS - includes bamboo, branches, shrubs and trees.

- These items are collected by appointment on Thursdays and Fridays only. Call or email Public Works to schedule a pickup (240-487-3590; publicworks@collegeparkmd.gov).
- Bundle and tie with rope or string (*do not use wire or put in plastic bags*). Items must be less than 5 feet long and weigh less than 75 pounds.
- ★ **Bamboo regulations in the City Code – see page 30 for more information.**

CHRISTMAS TREE RECYCLING



Christmas trees are collected in January. To have your tree collected, remove all decorations and place your tree at the curb during the announced collection period.

COMPOST & WOOD MULCH PROGRAM

Screened Compost: SMARTLEAF® is produced by composting leaves and vegetative yard trim collected in College Park. The compost is screened to remove large particles. It is lab tested and has a pH between 7.4 – 8.0. There is a fee for the material and delivery, if required.

Free Unscreened Compost: City residents are allowed up to 5 cubic yards of unscreened compost per year at no charge, while supplies last (delivery charges apply).

Wood Mulch: Wood mulch is produced by chipping branches and brush collected in College Park, and is available at the Public Works facility. There is a fee for the material and delivery, if required.

Receiving compost and/or wood mulch – 2 options:

Pickup: from Public Works (9217 51st Avenue) Monday-Friday, 8:00 a.m. – 11:30 a.m. and 1:00 p.m. – 3:30 p.m.

Deliveries: call to schedule an appointment (March-October). Deliveries will not be made in the street or right of way. Call or email Public Works for prices and availability: 240-487-3590; publicworks@collegeparkmd.gov.

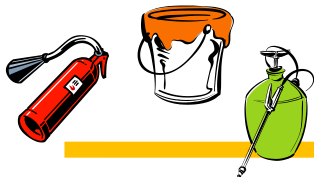
Emerald Ash Borer Quarantine

In order to protect Maryland's Ash tree population, the Maryland Department of Agriculture has established the following Emerald Ash Borer quarantine regulations for all of the 14 Maryland counties west of the Susquehanna River and Chesapeake Bay (including Prince George's).

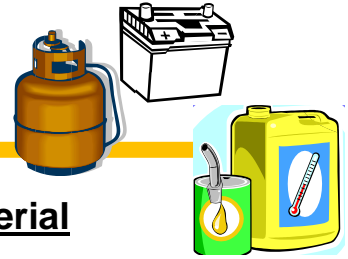
A person may not move any of the following items outside of the Quarantine Area:

- The emerald ash borer;
- **Firewood of *all* hardwood (non-coniferous) species;**
- **Any piece of an ash tree**, living or dead; and,
- Uncomposted ash chips/ash bark chips larger than 1 inch in diameter in two dimensions.

There may be serious fines and consequences for violating quarantine restrictions. For more information on the emerald ash borer quarantine please visit www.mda.state.md.us/plants-pests/eab/.



Household Hazardous Waste



The City is NOT permitted to collect hazardous material

Examples: ammunition, antifreeze, cooking oil, car batteries, explosives, fuel, herbicides, mercury, pressurized containers (gas cylinders, fire extinguishers, etc.), paint, pesticides, pool chemicals, solvents, sealants, varnishes, stain, shingles*.

What Should You Do? Take these items to the Prince George's County hazardous facility:

Prince George's County Household Hazardous Waste Acceptance Site
Brown Station Landfill, 11611 White House Rd, Upper Marlboro, MD
Thursday, Friday, and Saturday 8:00 a.m. – 3:30 p.m.
301-883-5045 or 301-952-7625
www.princegeorgescountymd.gov

Paint Disposal



Water-based (latex) paint cans are collected only if they are empty or the paint has hardened. To prepare liquid latex paint for collection, add kitty litter or a commercial paint hardener. If your paint is in good condition, check with a home goods re-use store to see if they can accept it (see pg. 19).

Liquid paint – take to the Prince George's County Hazardous Waste Acceptance Site. Non-emptied and non-dried paint cans will not be collected curbside.

Oil-based paint, sealants, solvents, etc. are **NOT** collected by the City of College Park. You must take these items to the Prince George's County Hazardous Waste facility.

Motor Oil Recycling at Public Works



Used motor oil may be recycled anytime at the Department of Public Works (9217 51st Avenue). This receptacle is for used motor oil only – do not dump other automotive fluids in the motor oil receptacle!! Other automotive fluids such as antifreeze must be taken to the Brown Station Landfill. Do not leave any other liquids or items at Public Works or you may be fined for illegal dumping. Dispose of oil and containers in accordance with posted directions.

*Shingles, Tar Paper, and Other Construction and Demolition Debris

Shingles, tar paper, and other construction and demolition debris are NOT accepted in the City's trash and recycling programs, nor are they accepted at the Prince George's County Landfill. They must be taken to Ritchie's Landfill, 2001 Ritchie Marlboro Rd, Upper Marlboro, MD 20774 • 301-350-4059. Call for hours of operation and proper disposal procedures.



Safe Disposal of Sharp Items

These items are NOT recyclable!

Needles, sharps and syringes – use a sharps container OR cap needles and place in a rigid plastic or metal container with a lid and place inside trash cart OR check with your local pharmacy or doctor's office.

Broken glass – place inside a strong plastic or metal container, label "broken glass" and place in trash cart.

Protect the safety of our collection crew!

Street Maintenance Information



Potholes

Report potholes on City-maintained streets to Public Works (**Error! Hyperlink reference not valid.**240-487-3590; publicworks@collegeparkmd.gov)

The following are **NOT** City streets; report these potholes to the appropriate agency:

Greenbelt Road/MD 430: State Highway, 301-776-7619
Kenilworth Avenue: State Highway, 301-776-7619
Metzerott Road: Prince George's County, 301-499-8520
Paint Branch Parkway: Prince George's County, 301-499-8520
Rhode Island Avenue north of Greenbelt Road/MD 430: Prince George's County, 301-499-8520
Baltimore Avenue/US Route 1: State Highway, 301-776-7619
University Boulevard/MD 193: State Highway, 301-776-7619

You can also report potholes to both agencies through their websites:

- State Highway Administration: http://marylandsha.force.com/customercare/request_for_service
- Prince George's County: <http://countyclick.princegeorgescountymd.gov/>

Driveways & Sidewalks

The City's Engineering Division responds to questions regarding driveway apron requests, curb cut permits, and sidewalk repairs. Call 240-487-3590 or email shalpern@collegeparkmd.gov.



Street Lights

Pepco maintains street lights. Call 1-877-PEPCO-62 to report a street light that is not working. Have the following information available: pole number, street address and type of pole (wooden or metal). You may also report street light outages on their website: www.pepco.com/home/requests/outage/streetlight/outagemap/.

Street Paving

Street repaving is scheduled by the Engineering Division in accordance with the City's Pavement Management Plan approved by the Mayor and City Council. Call 240-487-3590 or email shalpern@collegeparkmd.gov for questions on major repairs to City streets.

Street Signs

Public Works installs and repairs traffic control, parking control, and street name signs along City maintained streets. Please call or email to report missing or damaged signs. (240-487-3590; publicworks@collegeparkmd.gov)

Street Sweeping

Public Works schedules sweeping of City maintained streets five times annually. Signs are posted to notify residents of scheduled street sweeping dates. Whenever possible, do not park on the street when the sweeper is scheduled in your neighborhood.

Petition requests for:

- Traffic calming devices
- Establishing permit parking on your street

are initiated with the City Clerk's office. Please call 240-487-3501 for information.

Street and Streetscape Maintenance

Gas Leaks

Should be reported **immediately** to Washington Gas: **703-750-1400** or **1-800-752-7520**.

Storm Drains

Prince George's County maintains storm drains and systems throughout the City. **Call 301-499-8520** or go to <http://countyclick.princegeorgescountymd.gov/> to report a blocked storm drain. Have the address nearest to the storm drain available when you call.

Narragansett Run

Prince George's County maintains the storm water drainage conveyance along Narragansett Parkway. **Call 301-499-8520** for maintenance information or to report concerns.

Water Main Breaks

The Washington Suburban Sanitary Commission (WSSC) maintains water and sewer lines. **Call 301-206-4002** to report water main breaks or sewage backups. Have the address available when you call.

CITY TREE AND LANDSCAPE MAINTENANCE

Public Works maintains trees in right-of-ways and in public places. Trees are planted, pruned and removed as necessary. Annual flower rotations are installed and maintained throughout the City.

Coordination with the Committee for a Better Environment and the Tree and Landscape Board ensures community involvement with beautification projects.



TREE CITY USA®

The City has been designated as a "Tree City USA®" by the National Arbor Day Foundation for more than 20 consecutive years and has also been named a "Plant City" by the Maryland Urban and Community Forest Committee.

Requests for Trees: City residents wanting to request a tree to be planted in a right-of-way can contact the City Horticulturist at 240-487-3590. The location will be inspected to determine if it is suitable. Tree planting occurs in the fall and spring.

Planting Areas throughout the City include:

Calvert Road streetscape

James Adams Park

City buildings (5 total)

Route 1 streetscape

College Park Trolley Trail
(*Hiker Biker Trail*)

St. Andrew's Place
median

Edgewood Road medians

Veterans Memorial

Are You In Need of Landscape Advice?

Check out the Tree and Landscape Board website (www.collegeparkmd.gov, click on Boards and Commissions, then Tree and Landscape Board). There are many useful links and brochures on tree care and landscaping information, as well as the Board's publication "Landscape Plants...A Suggested List" to guide your landscaping projects by choosing plants suited for urban growing areas.

Snow & Ice Control



Our Public Works Department plows and treats City-maintained streets, parking lots, and sidewalks to clear snow and ice during winter storms. Did you know there are approximately 55 road miles (110 lane miles) of City-maintained roadway? That's a lot of snow to clear! Public Works crews work around the clock during snow emergencies to clear the City streets and sidewalks. Your patience is appreciated!

SOME STREETS DON'T BELONG TO THE CITY!

The City is **NOT** responsible for treating or clearing snow on the following streets:

Greenbelt Road/MD 430

State Highway: 301-776-7619

Kenilworth Avenue

State Highway: 301-776-7619

Metzerott Road

Prince George's County: 301-499-8530

Paint Branch Parkway

Prince George's County: 301-499-8530

Rhode Island Avenue north of Greenbelt Road/MD 430

Prince George's County: 301-499-8530

Baltimore Avenue/US Route 1

State Highway: 301-776-7619

University Boulevard/MD 193

State Highway: 301-776-7619

WHERE DO I PARK DURING SNOW EVENTS?

- Park off the street whenever possible to allow snow plows to clear snow to the curb.
- Park on the **EVEN** side of the street if off-street parking is not available. **Exception: if your address is odd-numbered and the area across from your house is undeveloped, park on the odd side of the street.**
- Park close to the curb! Vehicles parked more than 12" from the curb may be ticketed or even towed, as this severely inhibits the passage of snow plow trucks.



Snow & Ice Control

Sidewalks & Storm Drains



Clear sidewalks in front of your property within 8 hours of daylight of the storm ending. Residents should work together to keep storm drains and driveway entrances clear.

Do NOT shovel snow back into the street after the plow truck has passed; this contributes to icy roads and hazardous conditions.

What Happens to Refuse and Recycling Collections During Winter Storms?

Place your refuse and recycling carts out on your regularly scheduled collection day during snow events. Refuse and recycling collections may occur later in the day than normal, but you should not expect collections to be delayed until the following day. Please check the City website at www.collegeparkmd.gov or call or email Public Works for changes to the collection schedule: 240-487-3590; publicworks@collegeparkmd.gov.

Updates During Snow Events

Public Works is staffed around the clock during snow events; please call or email with any questions or concerns: 240-487-3590; publicworks@collegeparkmd.gov. You may also find updated information by visiting the City website: www.collegeparkmd.gov.

Be Prepared!



Shop ahead of time, pay attention to weather warnings on the radio and TV, and plan to have enough non-perishable food, water, lighting, warmth, and entertainment for you and your family to stay safe in a snow emergency.

Parking Permits • Parking Tickets • Safe Driving

All vehicles must display valid license plates.

Parking Enforcement is located in City Hall at 4500 Knox Road; 240-487-3520

Residential Parking Requirements

Off-Street Parking: Off-street parking spaces must be covered by asphalt, gravel, or concrete, and must be directly accessible from the street without the need to drive over a curb or across grass. Vehicles may not block sidewalks.

On-Street Parking: Several neighborhoods throughout the City are zoned for Permit Parking only. Be sure to observe the posted restrictions. Vehicles may not remain in the same parking space for more than 48 hours or they may be ticketed and/or towed. Vehicles may not be parked in alleys or against the flow of traffic. Permits sold at City Hall, 4500 Knox Road.

How to Establish a Residential Permit Parking Zone

Contact the City Clerk's office at 240-487-3501 to find out how to establish permit parking on your street.

Received a Parking Ticket? Several Options to Pay

In person: City Hall, 4500 Knox Road, Mon-Fri 8:00 a.m. – 7:00 p.m.; Sat 1:00 p.m. – 5:00 p.m. (except City holidays).
Phone: Call 240-487-3509, Mon-Fri 8:00 a.m. – 5:00 p.m. (except City holidays)
Mail: City of College Park, Finance Department, 4500 Knox Road, College Park, MD 20740-3390
Online: Visit www.collegeparkmd.gov and click on "Parking Ticket Payments"



Want to Dispute Your Ticket?

You may request a review of a parking ticket by a City ticket review officer, or you may request a hearing at District Court in Hyattsville, MD, within fourteen (14) days of receipt of the ticket. Appeal forms are available at City Hall.

AUTOMATED SPEED ENFORCEMENT

The City of College Park issues citations for speed enforcement camera violations in School Zones and in the Institution of Higher Education (IHE) Zone (½ mile from the perimeter of University of Maryland property) during the hours of 6:00 a.m. to 8:00 p.m., Monday through Friday. These include cameras located as authorized by the City Council as follows:

- Baltimore Ave/ US Route 1, from Beechwood Rd to University Blvd
- Metzerott Rd within City boundaries from University Blvd to Adelphi Rd
- Greenbelt Rd from Baltimore Ave/US Route 1, to Rhode Island Ave
- University Blvd within the City boundaries from Adelphi Rd to 49th Ave
- Paint Branch Pkwy from Baltimore Ave to the City boundary, at or about Old Calvert Rd
- Rhode Island Ave from University Blvd/ MD 193 north to the City boundary

For additional information visit the City's website (www.collegeparkmd.gov). For information about a specific citation call 240-865-1862.

Getting Around the City

Parking Meters and Electronic Pay Stations

City parking lots and on-street meters are enforced Monday-Saturday, 8:00 a.m. to 10:00 p.m., except on City-observed holidays. The cost of parking in lots with meters or electronic pay stations is \$0.75 per hour.

Look for Electronic Pay Stations and Remember Your Parking Space Number!

Many of the City-enforced parking lots now use electronic payment stations:

- City Hall Lot
- College Park Shopping Center Lot
- Downtown Parking Garage - 7306 Yale Avenue (across from City Hall)



Parking spaces are individually numbered, so remember your space number and use the electronic payment stations to pay by the hour with coins, bills, and credit cards. You may increase your time using any of the electronic pay stations without having to return to your vehicle. Long-term parking options are also available.

Seniors Transportation

The Seniors Program provides limited bus transportation to local medical appointments and shopping centers. The bus is available to College Park seniors for nearby shopping on Tuesdays and Wednesdays, and medical appointments Monday - Friday. Due to demand, we ask that you make any request for either shopping or medical appointment transportation one week in advance. Please call **(301) 345-8100** to schedule service.

Ride the Shuttle-UM

The City of College Park and the UM Department of Transportation Services have entered into a Memorandum of Understanding that allows City residents to ride the Shuttle-UM. Complimentary Shuttle-UM passes are available at the following locations in College Park:

- City Hall, 4500 Knox Road: 8:00 a.m. to 7:00 p.m. Mon-Fri and 1:00 p.m. to 5:00 p.m. Sat.
- Davis Hall/Public Works, 9217 51st Ave: 8:00 a.m. to 3:30 p.m. Mon-Fri.
- Youth & Family Services, 4912 Nantucket Rd: 8:00 a.m. to 5:00 p.m. Mon-Fri.

To apply, residents will need to complete an application, show a photo ID and proof of College Park residency. UM students do not need a resident pass to ride Shuttle-UM. For information on Shuttle-UM routes and schedules, call (301) 314-2255 or go to www.transportation.umd.edu.

Route 1 Ride

Offering transportation along the Route 1 corridor from College Park to Mount Rainier, the Route 1 Ride is an enhanced bus service operated by The Prince George's County Department of Public Works & Transportation. Previously known as TheBus, Route 17, the Route 1 Ride features a uniquely designed bus wrap that makes it easy to spot as you travel to the College Park Metro Station, IKEA, or any of the great restaurants and shops along the corridor. For more information please visit www.route1ride.org.



It can be frustrating to encounter unexpected delays during your day, whether it is because you are behind a refuse truck, school bus, or Metro bus. However, it is important to remember that there are people in and around these vehicles who expect to arrive home safely at the end of the day. City employees have been injured as a result of distracted drivers. Remember to slow down to get around these vehicles, and that aggressive driving could kill or injure another person.



Know Your City Code

The City Code is available to search, read and print online through the City's website: www.collegeparkmd.gov

Building Permits

Any type of construction, renovation, or alteration that requires a Prince George's County building permit also requires a City of College Park building permit. All fence construction, regardless of height, requires a city permit. Fences in the front yard are prohibited. For County building permit information call Prince George's County at 301-883-3820. City permit applications may be picked up from Public Services at 4601-A Calvert Rd or downloaded from the City website: go to www.collegeparkmd.gov and click on Online Forms and Permits.



In some cases, a variance or departure from the Prince George's County Zoning Ordinance may be necessary. Please contact the City's Planning Department at 240-487-3538; applications may be downloaded from the City website.

Is Your Property Well-Kept?

Maintain grass below 12 inches. Keep properties free of trash and debris. Stack firewood at least 6 inches off the ground to prevent shelter for rodents. Gutters should be cleaned and securely fastened to the roof.

Housing Inspections



The Public Services Department conducts annual inspections of rental properties located within the City in order to safeguard the health and safety of the occupants and the general public. In the event of a direct complaint from a tenant to the City concerning an alleged housing code violation, a Code Enforcement Officer will inspect the premises to investigate the complaint.

Noise



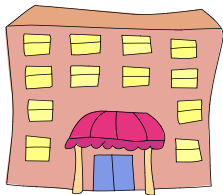
Noise disturbances can result from parties, stereos, loud cars, barking dogs, even loud groups. A Noise Hearing can be convened if two or more people are disturbed by noise. Infractions and fines may be levied to owners and/or tenants. Report noise complaints to 240-487-3570 during business hours Monday - Friday, 8:00 a.m. – 5:00 p.m., or to the Code Enforcement Hotline at 240-487-3588 after hours. A Code Enforcement Officer is on duty during certain evening and weekend hours. Give neighbors advance notice if you are having a party and adhere to the City's Noise Ordinance (City Code Chapter 138).



Know Your City Code

**Code Enforcement is located in the Public Services building:
4601A Calvert Road • 240-487-3570**

Rental Homes and Occupancy Permits



Every City property occupied by anyone other than the owner and/or his or her immediate family, or a property occupied by the owner who rents rooms to three or more individuals, is required to have a Residential Occupancy Permit, and to undergo annual inspections to ensure compliance with applicable codes. It is a violation of the Prince George's County Zoning Ordinance for more than five unrelated people to live together in a single-family home. Maryland State Code requires rental properties built before 1950 to comply with lead paint requirements.

Illegal Dumping and Litter Control



Do not throw, dump, place, deposit, leave, cause, or permit the dumping, depositing, placing, throwing or leaving of litter on any public or private property, place or premises unless the property, place or premises is approved for the disposal of the litter or the litter is securely and properly placed into a receptacle as authorized and approved by the City. Code Enforcement and County Police officers enforce this code seven days a week.

Illegal Signs, a.k.a. "Litter on a Stick"

Signs posted in the public right-of-way are not only illegal; they are also unsightly and distracting to motorists. These signs will be removed and disposed of by City employees. Certain signs may be posted on private property, contact the Public Services Department at 240-487-3570 for more information.

City Code Ordinance Regarding Bamboo

Is bamboo growing on your property? Bamboo control at your address is your responsibility, whether or not you own the property. City Code § 125-10P (2011) states that it is "unlawful for any property owner, renter, lessee or occupant to allow bamboo to spread to an adjacent property without the permission of the adjoining owner."

Bamboo is an invasive, fast-growing plant which can be very difficult to control. The City's Tree and Landscape Board has published a ~~new~~ brochure to provide guidance on bamboo control and removal. To download the brochure, go to www.collegeparkmd.gov, click on Boards and Commissions, and scroll down the page to Tree and Landscape Board.



University of Maryland's Code of Student Conduct

The University of Maryland recently revised the *Code of Student Conduct* to include misconduct that occurs off-campus. There was increasing concern over the limitations of the *Code* to address certain types of misconduct off-campus such as physical assaults, sexual assaults, and acts of hazing. In May 2013, the University Senate voted to approve expansion of jurisdiction of the Code of Student Conduct.

Specifically, the *Code* now covers conduct that occurs:

- a) on University premises; or
- b) at University-sponsored activities; or
- c) not on University premises if the conduct would otherwise constitute a violation of this *Code* had it occurred on University premises and if in the judgment of the Director of Student Conduct the conduct affects the safety of the University community or the orderly operation of the University.

Examples of off-campus misconduct that could be referred to the Office of Student Conduct include, but are not limited to:

- | | |
|--------------------------------------|--|
| ▶ Assault | ▶ Sexual Assault |
| ▶ Hazing | ▶ Stalking |
| ▶ Rioting | ▶ Cyber-bullying |
| ▶ Possession/use of weapons | ▶ Illegal drug use and/or distribution |
| ▶ Large parties with excessive noise | ▶ Distribution of alcohol to minors |

Sanctions for Students

Students found responsible for off-campus misconduct are subject to the same consequences and penalties as misconduct that occurs on campus including dismissal from the University.

If You Witness Misconduct

1. Call the Police (911)
2. Call Code Enforcement to Report noise complaints: 240-487-3570 during business hours Mon-Fri, 8:00 a.m. – 5:00 p.m., or the Code Enforcement hotline at 240-487-3588 after hours. A Code Enforcement Officer is on duty during certain evening and weekend hours.

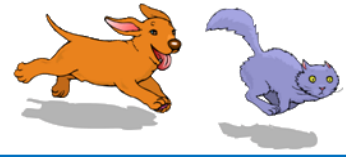
You are advised to contact the Police or Code Enforcement Officers and have them respond, rather than confront misconduct and possibly risk your own safety!

Reporting an Incident to the University

Any person may report an incident to the Office of Student Conduct at the University! To report an incident to the Office of Student Conduct please go to www.osc.umd.edu and click on the report form.

When filing a report to the Office of Student Conduct, please summarize the incident by writing out the facts and being as specific as possible.

Animal Control



County Licenses

Dogs, cats and ferrets over four months old are required to be licensed annually. The animal must wear the license on its collar at all times. This applies to pets that reside in Prince George's County for more than 30 days, even if the animal is licensed in another county. To purchase a license you need to provide a current Rabies certificate, proof of spay/neuter, and \$25 for unaltered pets or \$5 for altered pets.

There are two ways you may purchase a license for your pet(s):

1. Purchase the license directly from City Hall at 4500 Knox Road, College Park, MD.
Hours: 8:00 a.m.-7:00 p.m. Monday - Friday and 1:00 p.m.-5:00 p.m. on Saturday.
2. Mail your application(s) with payment to Animal Management Division, License Section,
3570 Brown Station Road, Upper Marlboro, MD 20772.

MICROCHIP YOUR PET – NEW SERVICE FOR CITY RESIDENTS!

To encourage reunification of lost pets and their families, College Park Animal Control is now offering microchips for cats and dogs. Microchips are implanted between the shoulder blades of the animal and emit a unique identification number when scanned with an appropriate frequency scanner.

Once registered, the microchip becomes a permanent form of identification, ensuring that if your pet strays from home and is picked up by animal control, you will be notified. The cost for this service is a one-time fee of \$30.00 which includes travel to the home, implantation of the chip, and online registration with lifetime updates. If you are interested in having your pet microchipped, please contact Animal Control at 240-487-3570.

Hobby Permit

Hobby permits are required for households with more than four (4) animals larger than a guinea pig.

Leash Laws

Dogs and cats are required to be leashed when they are not on their owner's property. This includes parks, tot lots, and other public property.

Pit Bull Law

Pit bulls not currently registered in Prince George's County are illegal. Confiscation and euthanasia of the animal may result and the owner may be fined or face criminal prosecution. Definitions: American Staffordshire Terrier, American Pit Bull Terrier, and Staffordshire Bull Terrier as well as any of their mixes. Prince George's County Animal Management Division is no longer registering new Pit Bulls for County residents.

Pooper Scooper Law

Pet owners are responsible for immediate removal of waste deposited by their animal from any property, either public or private (including their own yard).



Wildlife: Rat, Mosquito, and Gypsy Moth Control

Rats and Wildlife

Rats need water, food and shelter to thrive. To discourage rats, keep your trash secure, properly dispose of pet feces, clean up pet food and bird food daily, cut the grass regularly, remove wood piles and other debris from the yard. You are responsible for pest control on your property. Contact a licensed pest control contractor for assistance.

An abundance of wildlife can be found in the City of College Park. Living near humans provides wild animals with an abundance of food sources (trash, pet food, gardens, etc.) and artificial living quarters (sheds, attics, chimneys, etc.). The Animal Control Officer will trap wildlife at his/her own discretion, but will not trap wildlife outside unless the animal is posing a direct threat to public safety. Contact Animal Control for information and literature on solving wildlife problems.

City of College Park Animal Control; 4601-A Calvert Road; 240-487-3570

www.collegeparkmd.gov/animal_control.htm

The programs below are administered by Public Works.

Call 240-487-3590 or email publicworks@collegeparkmd.gov for more information.

Mosquito Control Program

During the spring and summer, the City cooperates with the Maryland Department of Agriculture (MDA) to identify and control mosquito populations. Larviciding treatments are made by MDA personnel beginning in the spring and continuing throughout the summer. Requests for local spraying should be made to Public Works, which are forwarded to MDA. If mosquito count thresholds are met, MDA may make a control spray application. Call or email Public Works to report mosquito complaints and spray objections (240-487-3590; publicworks@collegeparkmd.gov).

The Asian tiger mosquito is active during the day and only breeds in containers of standing water. Residents are encouraged to eliminate the sources! Look for unused containers, buckets, toys, bird baths, flower pots and saucers, tarps, drainpipe, free-standing basketball hoops and store them so they don't hold water. Make sure gutters are clean and work with your neighbors to identify potential mosquito breeding areas. For permanent areas of standing water (ponds, rain barrels, etc.), mosquito "dunks" can be used to target and kill mosquito larvae. Call or email Public Works to report mosquito problems, request or object to spraying, or obtain mosquito dunks (240-487-3590; publicworks@collegeparkmd.gov).

Gypsy Moth Control Program



Gypsy moth egg mass survey is a monitoring technique to detect the presence of a gypsy moth population. An egg mass count is conducted in the fall to monitor population changes. If egg mass counts are rising and high enough, a control application may be recommended to prevent excessive tree damage the following spring by the feeding caterpillars. If a treatment area is identified, the City will schedule control applications.

For more information contact Public Works (240-487-3590; publicworks@collegeparkmd.gov).

College Park Civic Associations

Civic Associations (sometimes called Citizen Associations) are groups whose aim is to improve neighborhoods through various activities, educational outreach, and resident engagement with government, businesses, and other local interests. Efforts are usually coordinated and conducted by the elected officers, board of directors, and resident volunteers. Elected officials and members are all residents of the area covered by the Association.

Below is a list of the existing Civic Associations in College Park and their Presidents. To become involved, contact the President of your Association:

Berwyn District Civic Association

Kevin Young, President
kc5018@yahoo.com; 301-474-3577

College Park Estates Civic Association

Robert Day, President
robwday@gmail.com; 301-982-7894

North College Park Citizens Association

John Krouse, President
johnkrouse@yahoo.com; 301-345-1242
<http://myncpca.org/>

West College Park Citizens Association

Suchitra Balachandran, President
cp_woods@yahoo.com; 301-935-0171

Calvert Hills Citizens Association

John Rigg, President
john.rigg@gmail.com; 301-927-0220

Lakeland Civic Association

Robert Thurston, President
retajt@verizon.net; 301-474-6270

Old Town Civic Association

Kathy Bryant, President
kbryant20740@yahoo.com; 301-927-2931

Yarrow Citizens Association

Mark Cook, President
yarrow20740@yahoo.com; 240-554-2231

College Park Neighborhood Watch



Neighborhood Watch (NW) is a grass-roots program formed by concerned citizens to address issues of personal safety, home security, and protection of personal property. Groups are most often formed around natural geographic or street boundaries, and can range in size from 40 to 400-plus homes.

There are 20 neighborhoods identified in the City of College Park. Currently, six of those neighborhoods have a functioning NW program with two more in the process of forming their own NW programs. To get involved, please contact your neighborhood Coordinator below:

Berwyn

Kevin Carter
kevin@skyblueonline.net

Calvert Hills & Old Town

Aaron Springer
calverthillsnw@verizon.net

Cherry Hill

Mary Cook
marycookcp@gmail.com

College Park Woods

Rex Powell
cpwoodsnw@gmail.com

Lakeland

Fannie Featherstone
positivechoices.featherstone@gmail.com

West Hollywood

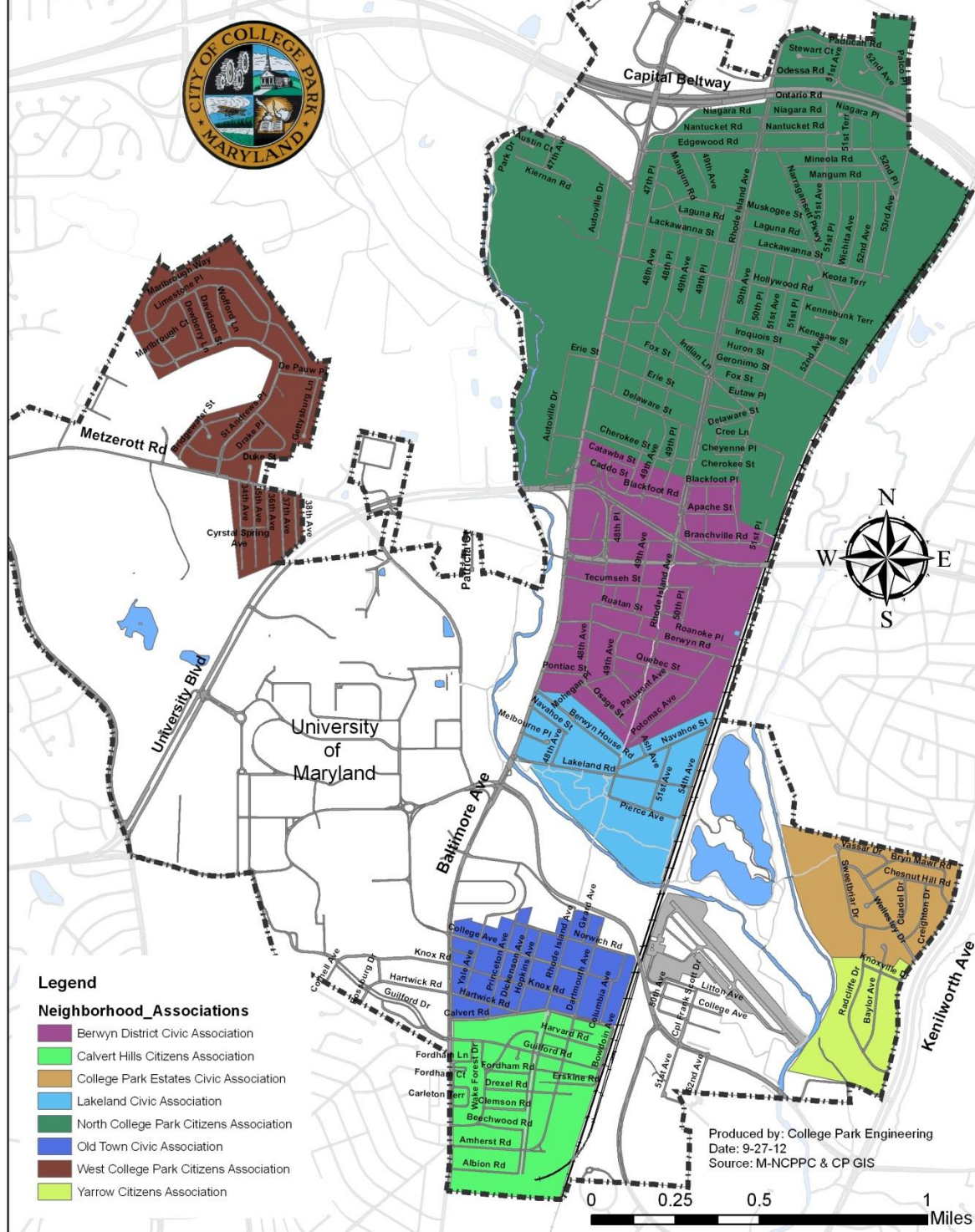
Kim Lugo
kslugo@yahoo.com

If you are interested in forming a NW program for a neighborhood not listed, please contact a member of the College Park Neighborhood Watch Steering Committee:

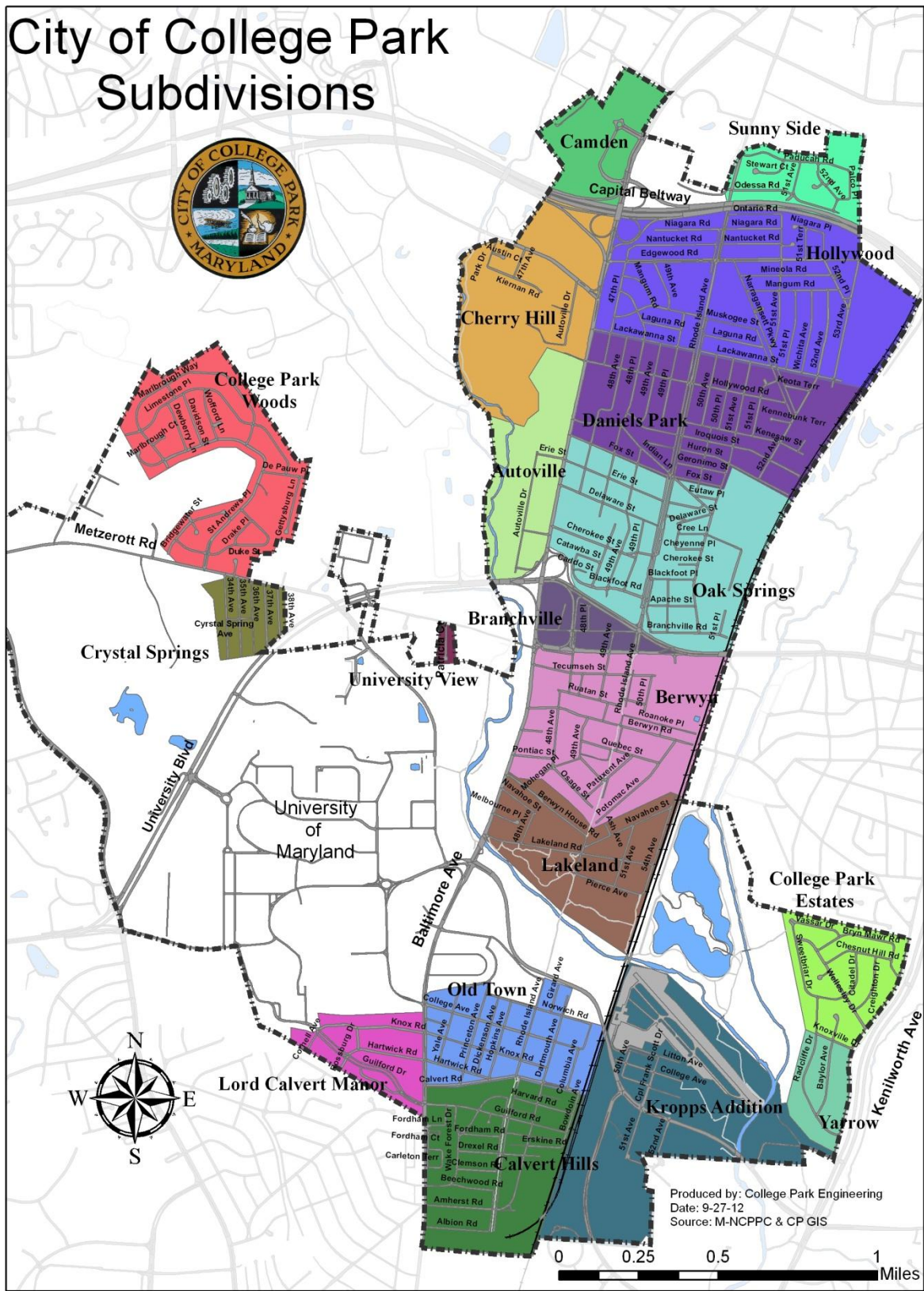
Mr. Robert Boone
r.boone77@me.com
301-523-4652

Mr. Aaron Springer
calverthillsnw@verizon.net
240-487-3570

The City of College Park Neighborhood Associations



City of College Park Subdivisions



Produced by: College Park Engineering
Date: 9-27-12
Source: M-NCPPC & CP GIS

City Phone Directory



CITY OF COLLEGE PARK MAIN NUMBER240-487-3500

CITY HALL DEPARTMENTS

4500 Knox Road

City Manager240-487-3501
City Clerk240-487-3501
FAX Number – City Manager, City Clerk and Parking Enforcement301-699-8029
Finance240-487-3509
FAX Number – Finance.....301-864-8941
Human Resources240-487-3533
FAX Number – Human Resources301-277-4188
Parking Enforcement (M-F 8:00 a.m. – 7:00 p.m./Sat 1:00 p.m. – 5:00 p.m.)240-487-3520
Planning/Economic Development.....240-487-3538
FAX Number – Planning301-887-0558
TDD301-345-4507

PUBLIC SERVICES DEPARTMENT

4601-A Calvert Road

Animal and Noise Control, Code Enforcement and Recreation240-487-3570
After Hours Animal Control.....240-375-3165
After Hours Code Enforcement, Noise Control240-487-3588
FAX Number301-864-7965

PUBLIC WORKS DEPARTMENT AND DAVIS HALL

9217 51st Avenue

Trash/Recycling, Special Pick-ups, Tree Maint., Compost, Engineering240-487-3590
FAX Number301-474-0825

OLD PARISH HOUSE

4711 Knox Road (Contact City Clerk's Office)240-487-3501

SENIORS PROGRAM

Attick Towers - 9014 Rhode Island Avenue301-345-8100
Spellman House - 4711 Berwyn House Road301-474-0025

YOUTH AND FAMILY SERVICES

4912 Nantucket Road240-487-3550
FAX Number301-474-0717
Drop-in Recreation Center (M-NCPPC).....301-345-4425



City Email Addresses

ADMINISTRATION

Joseph L. Nagro, City Manager jinagro@collegeparkmd.gov
Janeen S. Miller, City Clerk..... jsmiller@collegeparkmd.gov
Jill R. Clements, Human Resources Director jclements@collegeparkmd.gov
Stephen Groh, Director of Finance..... sgroh@collegeparkmd.gov
Leo L. Thomas, Jr., Deputy Director of Finance jthomas@collegeparkmd.gov
Tracey Clayton, Billing & Collections Supervisor..... tclayton@collegeparkmd.gov
Sarah Price, Information Systems Manager..... sprice@collegeparkmd.gov

PUBLIC SERVICES

Robert W. Ryan, Director..... bryan@collegeparkmd.gov
Jeannie Ripley, Code Enforcement Manager..... jripley@collegeparkmd.gov
Jim Miller, Parking Enforcement Manager..... jmiller@collegeparkmd.gov
Scott Osborn, Parking Enforcement Field Operations Supervisor..... sosborn@collegeparkmd.gov
Vivian Cooper, Animal Control Officer..... vcooper@collegeparkmd.gov
General Mailbox..... publicservices@collegeparkmd.gov

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT

Terry A. Schum, Director tschum@collegeparkmd.gov
Miriam Bader, Senior Planner mbader@collegeparkmd.gov
Jonathan Brown, Planner..... jbrown@collegeparkmd.gov
Michael Stiefvater, Economic Development Coordinator..... mstiefvater@collegeparkmd.gov

YOUTH, FAMILY AND SENIOR SERVICES

Peggy Higgins, Director phiggins@collegeparkmd.gov
Stacie Gold, Clinical Supervisor..... sgold@collegeparkmd.gov
Angie Burns, Seniors Program Manager..... aburns@collegeparkmd.gov

PUBLIC WORKS

Robert T. Stumpff, Director rstumpff@collegeparkmd.gov
Brenda Alexander, Deputy Director and City Horticulturist..... balexander@collegeparkmd.gov
Steven E. Halpern, City Engineer shalpern@collegeparkmd.gov
William Fleming, Public Works Supervisor wffleming@collegeparkmd.gov
Loree O'Hagan, Recycling Coordinator..... lohagan@collegeparkmd.gov
General Mailbox..... publicworks@collegeparkmd.gov



Other Frequently Called Numbers

EMERGENCY: FIRE, AMBULANCE, POLICE9-1-1

NON-EMERGENCY POLICE SERVICES

Prince George's Co. Police District 1 (Hyattsville Station) 301-699-2630
Prince George's Co. Police Non-Emergency Services 301-352-1200
Metro Transit Police 202-962-2121
M-NCPPC Park Police 301-459-9088
State Police (College Park Barrack) 301-345-3101
University of Maryland Police 301-405-3555
College Park Airport Communications Desk..... 301-864-5844

BRANCHVILLE VOL. FIRE & RESCUE SQUAD 301-474-1550
4905 Branchville Road, College Park 20740 www.bvfco11.com

COLLEGE PARK ARTS EXCHANGE 301-927-3013
P.O. Box 784, College Park, MD 20741 www.cpae.org

COLLEGE PARK COMMUNITY CENTER 301-441-2647
5051 Pierce Avenue, College Park, MD 20740

COLLEGE PARK VOL. FIRE DEPARTMENT 301-901-9112
8115 Baltimore Avenue, College Park, MD 20740 www.cpvfd.org

PRINCE GEORGE'S COUNTY

Animal Control 301-780-7200
Board of Elections 301-430-8020
Brown Station Landfill 301-952-7625
Hazardous Waste 301-883-5045
Information 301-350-9700
Pot Holes 301-499-8520
Public Works 301-499-8520
Storm Drains 301-499-8520

UTILITIES, OTHER ORGANIZATIONS & SERVICES

Comcast..... 1-800-XFINITY (1-800-934-6489)
Housing Authority (Attick Towers) 301-345-3600
Maryland-National Capital Park & Planning 301-445-4500
Miss Utility (underground utilities)..... 800-257-7777
Narragansett Run Maintenance (PG County) 301-499-8520
PEPCO 1-877-737-2662
State Highway Administration Maintenance 301-776-7619
Traffic Lights (Statewide Operations Center)..... 410-582-5650
Verizon 1-800-837-4966
University of Maryland..... 301-405-1000
Washington Gas 703-750-1400 or 1-800-752-7520
Washington Suburban Sanitation Commission..... 301-206-4002

ATTENTION!

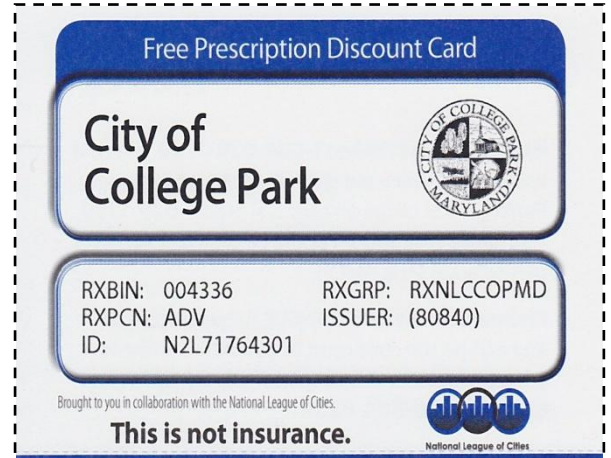
Prescription Discount Card: Do You Have Prescriptions Not Covered By Insurance?

Start saving now with the new discount prescription card brought to you by College Park city government and the National League of Cities.

- **EASY ACCESS** – Nine out of ten pharmacies nationwide participate in the program, including over 100 in College Park and surrounding communities. You could save an average of 20% off the regular price of prescription drugs. To get more information on the program visit www.caremark.com/nlc, or call toll-free 1-888-620-1749.
- **NO RESTRICTIONS** – This is not insurance. You and your family members can use your discount card anytime your prescription is not covered by insurance. There are no restrictions and no limits on how many times you may use your card.

Use the information on the card below for discounts on your prescriptions.

(You may also pick up a discount card at any City building.)



Ride the Shuttle-UM

City residents are eligible to receive complimentary Shuttle-UM passes. Applications, passes, and bus route guides are available at the following locations in College Park:

City Hall • Davis Hall (Public Works) • Youth & Family Services

You must show a photo ID and proof of College Park residency. UM students do not need a resident pass. For routes and schedules, call **301-314-2255** or go to www.transportation.umd.edu.

Boards & Commissions

Below are the 16 Boards and Commissions currently active within College Park; they serve important functions in advising the Mayor and Council on a variety of topics that impact your life in the City:

★ Advisory Planning Commission • Airport Authority • Animal Welfare Committee • Board of Election Supervisors • Cable Television Commission • Citizen Corps Council • Committee for a Better Environment • Education Advisory Commission • Ethics Commission • Farmers Market Committee • Neighborhood Watch Steering Committee • Noise Control Board • Recreation Board • Sustainable Maryland Green Team • Tree and Landscape Board • Veteran's Memorial Improvement Committee ★

To read more about the functions of each Board and Commission, go to www.collegeparkmd.gov and click on Boards and Commissions on the left hand side. If you are interested in serving on a Board or Commission, contact your Councilmember (see page 4) or the City Clerk's office at 240-487-3501.

Para recibir La Guida del Residente en español por favor visite o llame a estos buidenes:

To receive a Resident Information Guide in Spanish, please visit or call these City buildings:

City Hall

4500 Knox Road

240-487-3501

Public Services

4601-A Calvert Road

240-487-3570

Public Works

9217 51st Avenue

240-487-3590

Youth, Family, and Senior Services

4912 Nantucket Road

240-487-3550



Prepared and produced by the Department of Public Works

Printed on 100% recycled paper.

When you receive next year's guide, please recycle this one.

Revised September 2013